

**A PRESENTATION OF THE SCHEMATIC DESIGN FOR THE UIHC PATIENT AND VISITOR SERVICES CENTER PROJECT WILL TAKE PLACE AT THE FEBRUARY MEETING**

AGENDA ITEM 17b

**MEMORANDUM**

**To:** Board of Regents

**From:** Board Office

**Subject:** Register of University of Iowa Capital Improvement Business Transactions for Period of November 5, 2004, Through December 16, 2004

**Date:** January 19, 2005

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**Recommended Actions:**

1. Take the following actions for the **University Hospitals and Clinics—Patient and Visitor Services Center** project, a major capital project as defined by Board policy (see pages 3 through 7).
    - a. Acknowledge receipt of the University's final submission of information to address the Board's capital project evaluation criteria (pages 5 through 7);
    - b. Accept the Board Office recommendation that the project meets the necessary criteria for Board consideration; and
    - c. Approve the schematic design and project description and budget (\$4,406,500) with the understanding that this approval will constitute final Board approval and authorization to proceed with construction.
  2. Approve the remainder of the items on the Register of Capital Improvement Business Transactions for the University of Iowa.
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**Executive Summary:**

Requested  
Approvals

Schematic design and project description and budget (\$4,406,500) for the **University Hospitals and Clinics—Patient and Visitor Services Center** project which would develop a new entrance area in Carver Pavilion to provide replacement facilities for patient admitting and registration services, Volunteer Program gift shop, patient and guest relations services, and main entrance lobby seating functions (see page 3).

- The schematic drawings are included as Attachments A through C to this memorandum.

Program statement, schematic design, and project description and budget (\$1,350,000) for the **Old Capitol—Fire Restoration and Building Improvements—Phase 3** project which would renovate the building's lower level to provide museum display space and new administrative offices and archive storage space for the Old Capitol Museum (see page 8).

- The schematic drawings are included as Attachments D and E to this memorandum.
- The Board's capital project evaluation criteria do not apply to this project since it is a renovation project with a budget less than \$2 million.

Revised project budget (\$2,691,000), construction contract award to McComas-Lacina Construction (\$2,360,000), and deduct Change Order #1 to the construction contract (\$390,000), for the **Dey House Addition—Glenn Schaeffer Library** project which would construct a free-standing, two-story building immediately to the west of the Dey House to provide additional space for The Iowa Writers' Workshop (see page 12).

- Following two bid openings for the construction contract, each of which resulted in the receipt of bids which significantly exceeded the consultant's estimate, the University reviewed in detail the project.
  - This review resulted in the proposed change order which would provide modifications to the building exterior as illustrated in Attachment G to this memorandum.
  - Approval of the requested actions would allow the project to move forward substantially in line with the Board-approved building program and schematic design.
  - The required approvals for the project were received prior to the Board's adoption of the policy for major capital projects in June 2003; therefore, the Board's capital project evaluation criteria do not apply to this project.
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## **Background and Analysis:**

### **University Hospitals and Clinics—Patient and Visitor Services Center**

#### **Project Summary**

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed		Sept. 2000	Approved
Feasibility Study Agreement (Design Professionals Collaborative, Cedar Rapids, IA)	\$ 68,000	Jan. 2003	Approved
Feasibility Study Amendment #1	6,000		Not Required*
Feasibility Study Amendment #2	21,014	Oct. 2003	Ratified**
Initial Review and Consideration of Capital Project Evaluation Criteria		Nov. 2003	Received Report
Architectural Agreement (Design Professionals Collaborative, Cedar Rapids, IA)	305,375	Nov. 2003	Approved
Program Statement		Dec. 2004	Not Required**
Final Review and Consideration of Capital Project Evaluation Criteria		Feb. 2005	Receive Report
Schematic Design		Feb. 2005	Requested
Project Description and Total Budget	4,406,500	Feb. 2005	Requested

\* Approved by the University in accordance with Board procedures.

\*\* Approved by Executive Director in accordance with Board procedures.

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#### **Background**

This project would renovate approximately 21,000 gross square feet of space on the first level of the Carver Pavilion to develop a Patient and Visitor Services Center to provide replacement facilities for UIHC's patient admitting and registration services, Volunteer Program gift shop, patient and guest relations services, and main entrance lobby seating functions.

The proposed location for the new entrance area is adjacent to the existing glass canopy and driveway, and south of and adjacent to the existing main entrance area in the south wing of the General Hospital. (See Attachment A for location.)

- The project area previously housed the Department of Orthopaedic Surgery ambulatory care clinic and faculty offices which have relocated to expanded facilities in the Pappajohn Pavilion.

The project would increase the size of the main entrance lobby to accommodate the functions currently housed in the main entrance area, particularly the patient admitting and registration operations which have increased space needs in response to current health care requirements, particularly the Health Insurance Portability and Accountability Act (HIPAA), and patient expectations.

The expanded entrance area is also needed to relieve crowding at the current entrance resulting from UIHC's growth in patient service volume.

UIHC reports that the vacated area in the Carver Pavilion is the only available space at UIHC for development of new entrance facilities; this area provides the proper location as well as the adequate size to accommodate patient privacy and confidentiality in accordance with HIPAA requirements.

Program  
Statement

The program statement for the Patient and Visitor Services Center, which was approved by the Executive Director in accordance with Board policies adopted at its November 2004 meeting, includes patient admitting and registration services; additional patient and guest relations services consisting of the Volunteer Program gift shop, information desk, bookstore, and coffee/food kiosk; the main entrance lobby and seating area; and restrooms.

Schematic  
Design

The schematic drawings are included as Attachments A through C to this memorandum.

The following are highlights of the interior design.

- The exterior entrance would be located along the west wall, with a revolving door, and would open into the Center's main east-west corridor.
- The Information Desk would be located immediately adjacent to entrance to the north.
- Also located along the north wall would be the VIP Services area (which would accommodate valet parking, wheelchair services, etc.), a bookstore, public restrooms, and gift shop.
- The majority of the space south of the main corridor would house patient waiting, registration, and support areas, which would include a computer kiosk, telephone room, and family restroom.
- The coffee/food kiosk would also be located south of the main corridor.

The following are highlights of the exterior design.

- The Center's exterior entrance would feature a revolving door located beneath the existing main entrance drive canopy.
- A valet parking station would be constructed beneath the canopy to the south of the main entrance.
- The entrance and valet parking areas would be constructed with granite of the same color and texture used in the canopy system.

**Schedule** The University plans to begin construction in the spring of 2005, with completion anticipated in the summer of 2007.

**Additional Information** Following completion of the project, the existing entrance area would be developed into a central patient discharge area to consolidate patient discharge services in one location.

**Square Footage Table** The square footages in the schematic design, which are identical to those presented with the building program, are outlined below.

Detailed Building Program and Schematic Design

Patient Admitting/Registration Service	3,000
Volunteer Program Gift Shop	1,770
Information Desk/Guest Services Support	1,285
Bookstore	815
Coffee/Food Kiosk	800
Lobby/Waiting Area	<u>750</u>
 Total Net Assignable Space	 8,420 nsf

**Funding** University Hospitals Building Usage Funds.

Project Budget

Construction	\$ 3,310,000
Professional Fees	600,000
Planning and Supervision	165,500
Contingencies	<u>331,000</u>
 TOTAL	 <u>\$ 4,406,500</u>

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Evaluation Criteria	Since the project meets the Board's definition of a major capital project, the University has provided the following information in response to the Board's evaluation criteria.
Institutional Mission/Strategic Plan	This project will provide for the renovation of approximately 21,000 gross square feet of space on the first level of the Carver Pavilion to develop a Patient and Visitor Services Center. As described in this project's Request for Permission to Proceed with Project Planning the facility will replace the UIHC's Main Entrance lobby, patient admitting and registration service facilities, Volunteer Program gift shop, and patient and visitor seating area, as required to meet the growth in UIHC's patient service volume that has occurred since the present Main Entrance facilities were developed over twenty-five years ago. The project will also provide for the development of an information center, book store, snack and beverage service, public restrooms and other services designed to enhance the level of comfort and convenience and scope of services provided to UIHC's patients and visitors. The project is in concert with the UIHC's patient care mission and supports several of the UIHC's Strategic Plan goals, most notably by ensuring the hospitals' facilities are developed with a particular emphasis on patient comfort and convenience and operational effectiveness, by facilitating opportunities for operational and clinical efficiencies, and by making possible incremental growth in service volume and revenue.
Other Alternatives Explored	Adequate space is not available within the present Main Entrance lobby to renovate or enhance the existing patient admitting and registration service facilities to ensure patient privacy and confidentiality, as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). This Carver Pavilion location is the only space of adequate size and in the proper location to meet the previously described patient and visitor service needs. Also, the site for these functions, which will be serving arriving patients and visitors, needs to be located on the UIHC's entrance drive and close to parking facilities. The first floor Carver Pavilion site is the only one that meets all these needs and therefore, it was designated for this purpose as part of the master site plan for accommodating incoming and outgoing patients, visitors and staff.
Impact on Other Facilities and Square Footage	On completion of this project approximately 11,300 gross square feet of space that now functions as the UIHC's Main Entrance lobby, patient registration and admitting service and Volunteer Program gift shop will become available for renovation to develop a patient "Discharge Center" which will include an expanded ambulatory care pharmacy and other patient, visitor and staff support services. It will also serve as the site for patients to wait for transportation by private automobiles, University Hospital vans and other vehicles that routinely pick up patients from the UIHC following appointments or inpatient stays.

Financial  
Resources for  
Construction  
Project

The project's construction will be funded through University Hospitals Building Usage Funds acquired from depreciation allowances of third parties underwriting the cost of patient care plus hospital net earnings from paying patients. No state capital appropriated dollars will be involved. The services to be provided as the result of this project are not ones that generate a significant level of revenue although they are essential to the hospitals' operations and to the provision of convenient and comfortable patient and guest services. Accordingly, it is not appropriate or meaningful to consider a return on investment for this specific project. The costs associated with the development of this project, as with other similar non-revenue generating services, are supported by all UIHC revenue centers.

Financial  
Resources for  
Operations and  
Maintenance

The source of funds to cover the associated operating and maintenance costs will be hospital operating revenues derived from providing patient care services.

External Forces

Beyond the requirement for additional space to meet the functional needs of the patient and visitor services to be located in this facility, the project facilitates UIHC's compliance with the patient privacy and confidentiality mandates of HIPAA, as described above.

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## Old Capitol—Fire Restoration and Building Improvements

### Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed		Jan. 2002	Ratified*
Architectural Selection (OPN Architects, Cedar Rapids, IA)		Jan. 2002	Ratified*
Authorization for Executive Director to Approve Negotiated Agreement with OPN Architects		Jan. 2002	Approved
Architectural Agreement—Research Study (OPN Architects)	\$ 101,440	March 2002	Ratified**
Architectural Agreement—Fire Restoration—Phase 1 and Phase 2 Schematic (OPN Architects)	665,000 (est.)	March 2002	Approved
Master Plan and Schematic Design		May 2002	Approved
Architectural Amendments #1 and #2	41,330		Not Required***
Architectural Amendment #3	50,545	Oct. 2002	Approved
<u>Phase 1—Dome, Cupola and Roof</u>			
<u>Replacement</u>			
Project Description and Total Budget	4,455,000	May 2002	Approved
Construction Contract Award (Knutson Construction Services Midwest)	1,630,000	Sept. 2002	Approved
Architectural Amendment #3	50,545	Oct. 2002	Approved
<u>Phase 2—Building Improvements</u>			
Architectural Agreement—Phase 2 Remaining Design Services and Phases 3 and 4 Full Design Services (OPN Architects)	360,288	Nov. 2002	Approved
Project Description and Total Budget	2,950,000	July 2003	Approved
Construction Contract Award (Selzer Werderitsch Associates)	1,347,200	Feb. 2004	Ratified
<u>Phase 3—Renovation</u>			
Program Statement		Feb. 2005	Requested
Schematic Design		Feb. 2005	Requested
Project Description and Total Budget	1,350,000	Feb. 2005	Requested

\* Approved by Executive Director in accordance with Board procedures.

\*\* Approved by Executive Director as authorized by Board at January 2002 meeting.

\*\*\* Approved by University in accordance with Board procedures.

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Background      The Old Capitol was severely damaged by fire on November 20, 2001.

- The exterior dome and tower were destroyed, and the interior walls, ceilings, floors, and furnishings sustained water and smoke damage.



In May 2002, the University presented to the Board its Master Plan for fire restoration and building improvements for the Old Capitol. The Master Plan included the reconstruction of interior fire damaged areas (floors, walls, ceilings and spiral staircase), the upgrade of the building infrastructure (fire alarm and suppression systems, electrical and lighting upgrades, elevator improvements), and enhancement of the building's lower level.

The Phase 1 project (\$4,445,000), which has been completed, reconstructed the dome, cupola and bell tower, replaced the roof, and upgraded the building's mechanical systems.

The Phase 2 project (\$2,950,000), which is essentially complete, includes all interior fire-related improvements, non-fire related repairs critical to maintaining the building's structural integrity, and fire-related site and landscaping restoration.

- The Phase 2 project has an anticipated completion date of May 2005 (to accommodate the site and landscaping work).

Funding for Phases 1 and 2 has been provided by insurance proceeds (for the fire-related improvements), state appropriations (\$350,000 for non-fire related improvements), gifts, and Income from Treasurer's Temporary Investments.

The University has been proceeding with the building restoration in a manner consistent with the building's status as a National Historic Landmark.

Phase 3 Building  
Program/  
Schematic  
Design

The Phase 3 project would renovate the building's lower level to provide museum display space consisting of the University Gallery and Discovery Center, the Old Capitol Museum administrative office area, and archive storage space.

The schematic drawings are included as Attachments D and E to this memorandum.

The following are highlights of the interior design.

- The north wing would house the University Gallery and Discovery Center.
  - The University Gallery would provide flexible gallery space to accommodate an annual rotation of exhibitions representing various academic areas of the University.
  - The Discovery Center would allow for further exploration of the Old Capitol by visitors of all ages. It would provide an educational space featuring interactive learning stations and exhibits, as well as other programming and gathering spaces.

- The south wing would house the Old Capitol Museum administrative office area, archive storage space, women's restrooms, and building mechanical space.
- The administrative office area, which would be located in the southeast corner, would house the Director and Assistant Director of the Museum.
- The Museum's archive/storage space would be located adjacent to the office area to the north.
- A fully accessible women's restroom and building mechanical space would be located along the west wall.
- The central wing would house a fully accessible men's restroom and custodian area along the east wall, and existing building mechanical space and an elevator along the west wall.

The project would also include general maintenance items consisting of exterior tuckpointing, sidewalk repairs, etc.

Comparison with  
2002 Master Plan

The Old Capitol Master Plan envisioned enhancements to the lower level consisting of the development of two museum exhibit spaces and a multi-purpose/classroom area; replacement office areas, archive storage space, and restrooms; and enhancements to the gift shop.

- The multi-purpose/classroom space was removed from the building program to accommodate expanded restroom facilities.
- The gift shop has been relocated to the first floor.

Additional  
Information

Consistent with the two previous phases of the project, the University will undertake the Phase 3 improvements in a manner consistent with the building's status as a National Historic Landmark.

The University anticipates that the Phase 3 project will be the last phase of improvements to the Old Capitol.

Schedule

The University plans to begin construction in the spring of 2005, with completion anticipated in the spring 2006, subject to successful fund raising.

Square Footage  
Table

The detailed square footages for the project are outlined below.

Detailed Building Program and Schematic Design

University Gallery	840
Office/Storage	840
Discovery Center	<u>574</u>
Total Net Assignable Space	2,254    nsf

Funding

Gifts and Income from Treasurer's Temporary Investments.

- The majority of the project funding would be provided by gifts.
- Income from Treasurer's Temporary Investments (estimated at \$350,000) has been designated to fund specific interior work (for the restrooms, rotunda and corridor) and the general maintenance work for the building.

Project Budget

Construction	\$ 1,080,000
Design, Inspection, and Administration	
Consultants	86,400
Design and Construction Services	75,600
Contingencies	<u>108,000</u>
TOTAL	<u>\$ 1,350,000</u>

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## Dey House Addition—Glenn Schaeffer Library

### Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed		June 2001	Approved
Architectural Selection (OPN Architects, Cedar Rapids, IA)		Nov. 2001	Approved
Architectural Agreement (OPN Architects)	\$ 144,000	April 2002	Approved
Program Statement		May 2002	Approved
Schematic Design		July 2002	Approved
Project Description and Total Budget	2,466,000	May 2003	Approved
Construction Contract Award	Reject Bids	Oct. 2003	Ratified
Revised Project Budget	2,691,000	Feb. 2005	Requested
Construction Contract Award (McComas-Lacina Construction)	2,360,000	Feb. 2005	Requested
Construction Change Order #1 (McComas-Lacina Construction)	- 390,000	Feb. 2005	Requested

#### Background

This project would construct an addition to the Dey House, an 1857 residential structure with historic significance, which houses the University of Iowa Program in Creative Writing (The Iowa Writers' Workshop).

- The Dey House is located on the east campus to the southwest of the President's Residence. (A map is included as Attachment F.)

The addition would provide expanded faculty office space to accommodate the Workshop's instructional sessions, a library area to house collections produced by Workshop graduates, a reading room (student commons) for public readings by Workshop students and guest authors, two classrooms, and eight graduate student offices.

Bids were first received for the project in July 2003; all of the bids exceeded the consultant's estimate by more than 25 percent and were rejected.

In an effort to reduce the project scope, the University undertook value engineering analyses prior to the second bid opening which was held in May 2004. The bids received exceeded the consultant's estimate by at least 30 percent, primarily due to increased steel prices.

Following the second bid opening, the University reviewed the construction contract with the low bidder, McComas-Lacina Construction Company, and OPN Architects, architect for the project, in an effort to further reduce the project scope without seriously jeopardizing the University's programmatic, functional and operational needs.

Requested  
Approvals

As a result of its review, the University requests approval of a revised project budget, award of the construction contract, and approval of a deduct change order to the construction contract, to allow the project to proceed.

- The revised budget of \$2,691,000 is an increase of \$225,000.
- The construction contract award, to the low bidder, McComas-Lacina Construction, would be for the Base Bid of \$2,360,000.
- The deduct change order of \$390,000 would reduce the construction contract to \$1,970,000, within the revised construction budget.
- The change order would allow construction of the addition substantially in line with the Board-approved building program and schematic design.
- The only substantive change to the building interior would be the removal of a stairway designed only as a convenience.
- The exterior changes include a simplification of the roof, window and wall designs, a reduction in the number of window areas, and the substitution of aluminum windows for wood clad windows.
- Elevations showing the original and revised exterior design are included as Attachment G.

Project Schedule

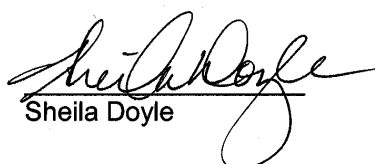
The University plans to begin construction in March 2005 for completion in March 2006.

Funding

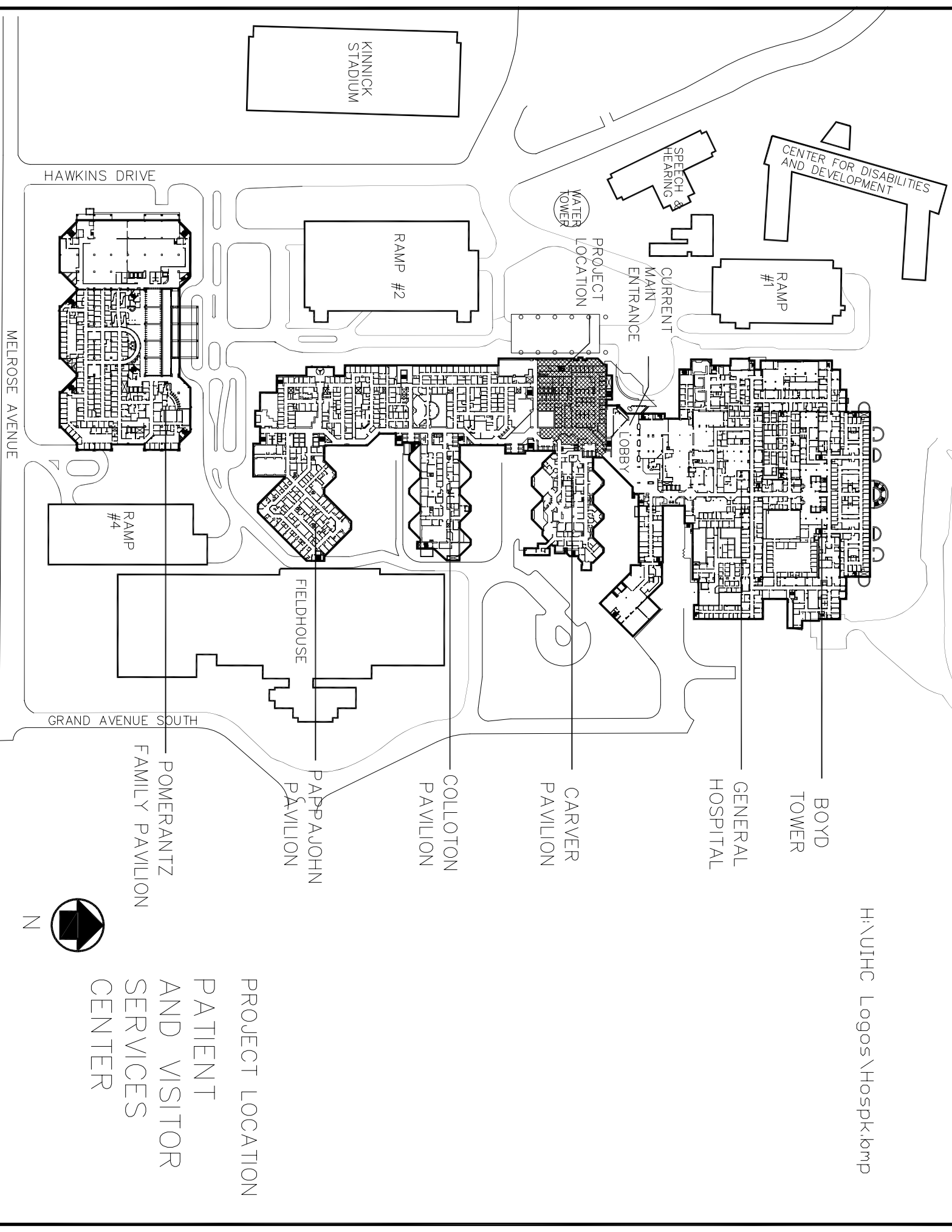
Gifts to the University, Income from Treasurer's Temporary Investments, and/or Building Renewal Funds.

Project Budget

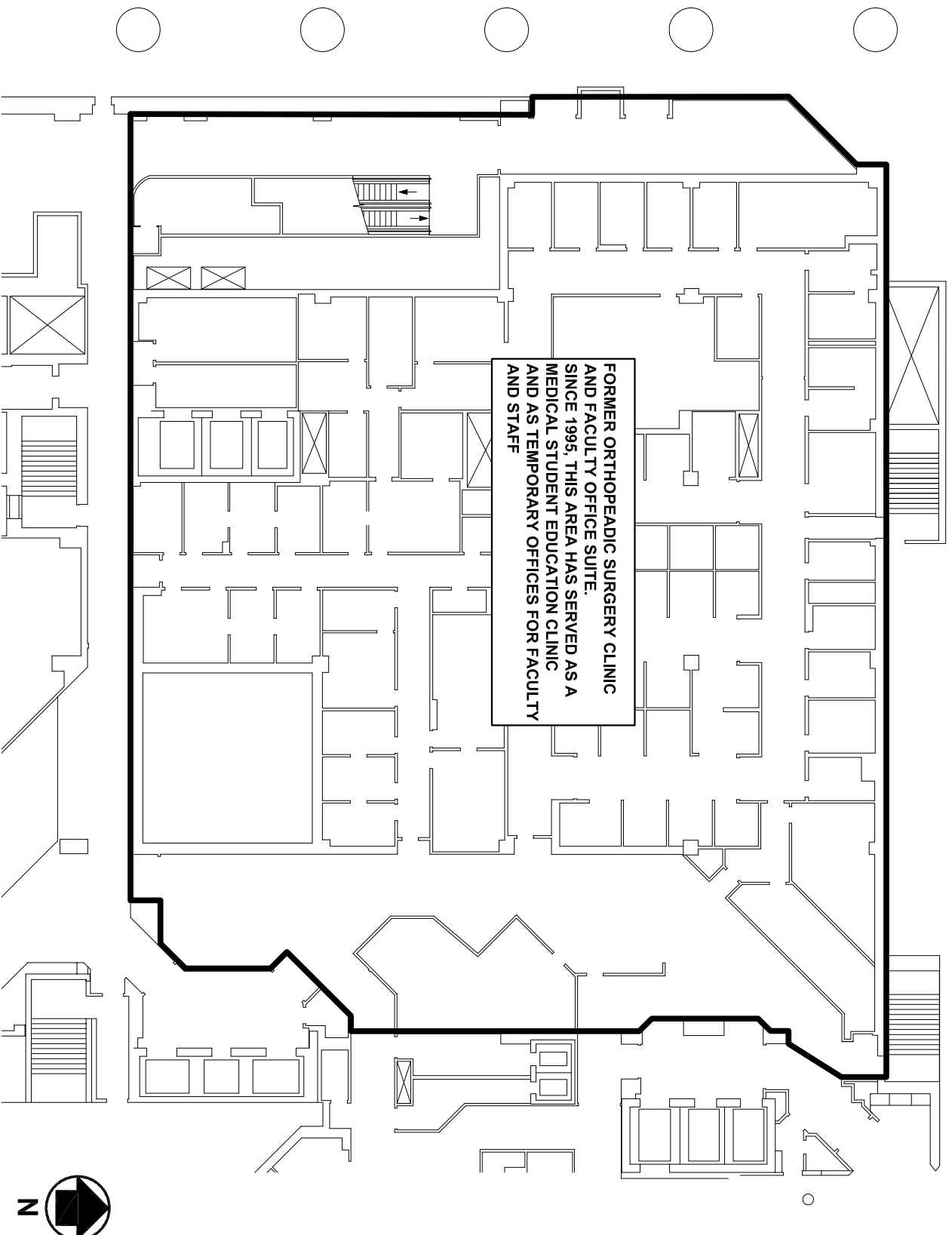
	Initial Budget <u>May 2003</u>	Revised Budget <u>Feb. 2005</u>
Construction	\$ 1,934,750	\$ 2,132,200
Design, Inspection and Administration		
Consultants	195,035	251,100
Design and Construction Services	129,500	188,000
Art Work	12,150	12,400
Contingency	<u>194,565</u>	<u>107,300</u>
TOTAL	<u>\$ 2,466,000</u>	<u>\$ 2,691,000</u>

  
Sheila Doyle

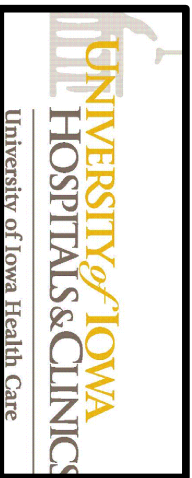
Approved:   
Gregory S. Nichols

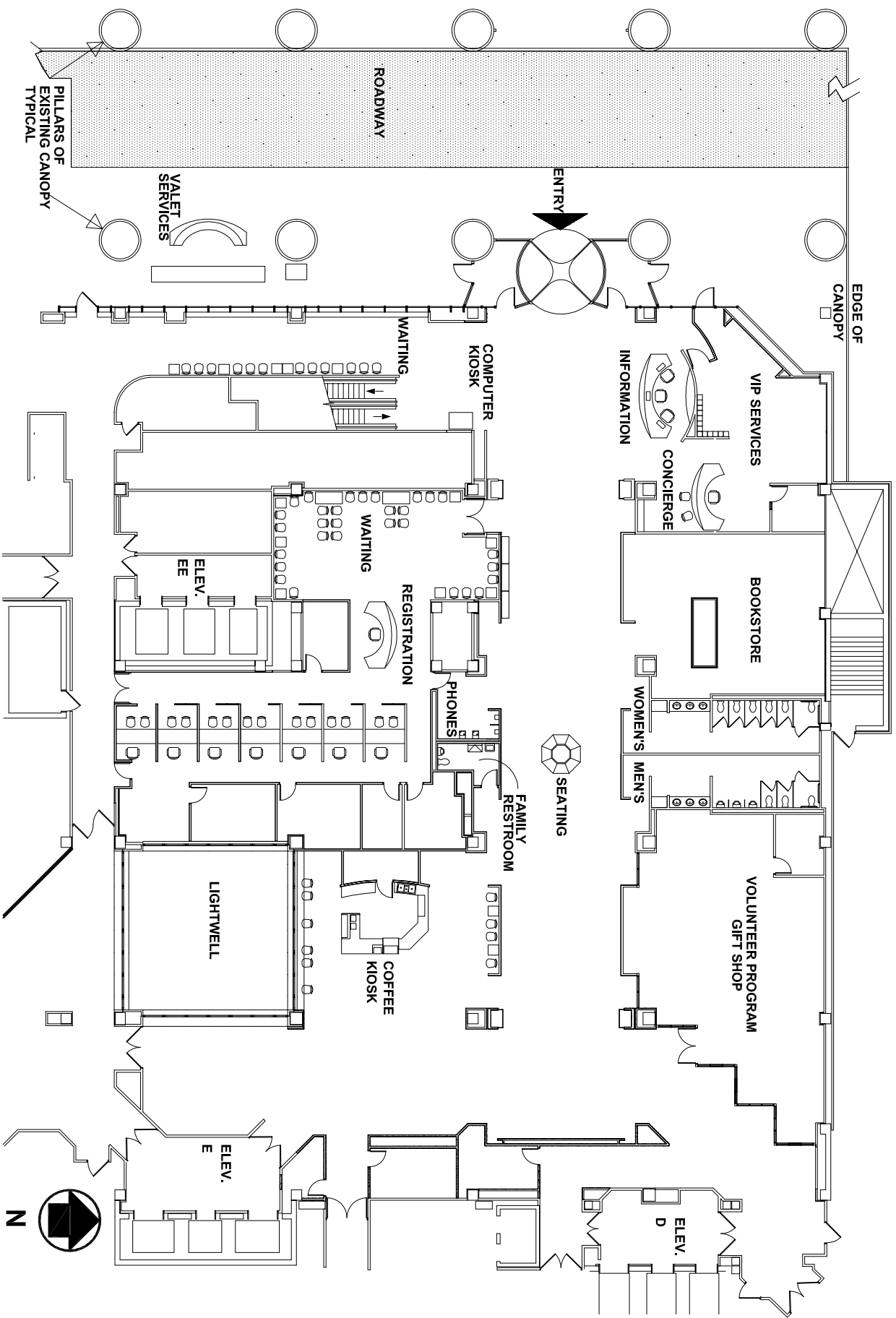


PROJECT LOCATION  
PATIENT  
AND VISITOR  
SERVICES  
CENTER

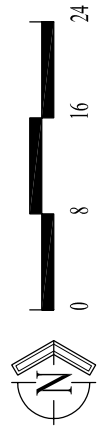
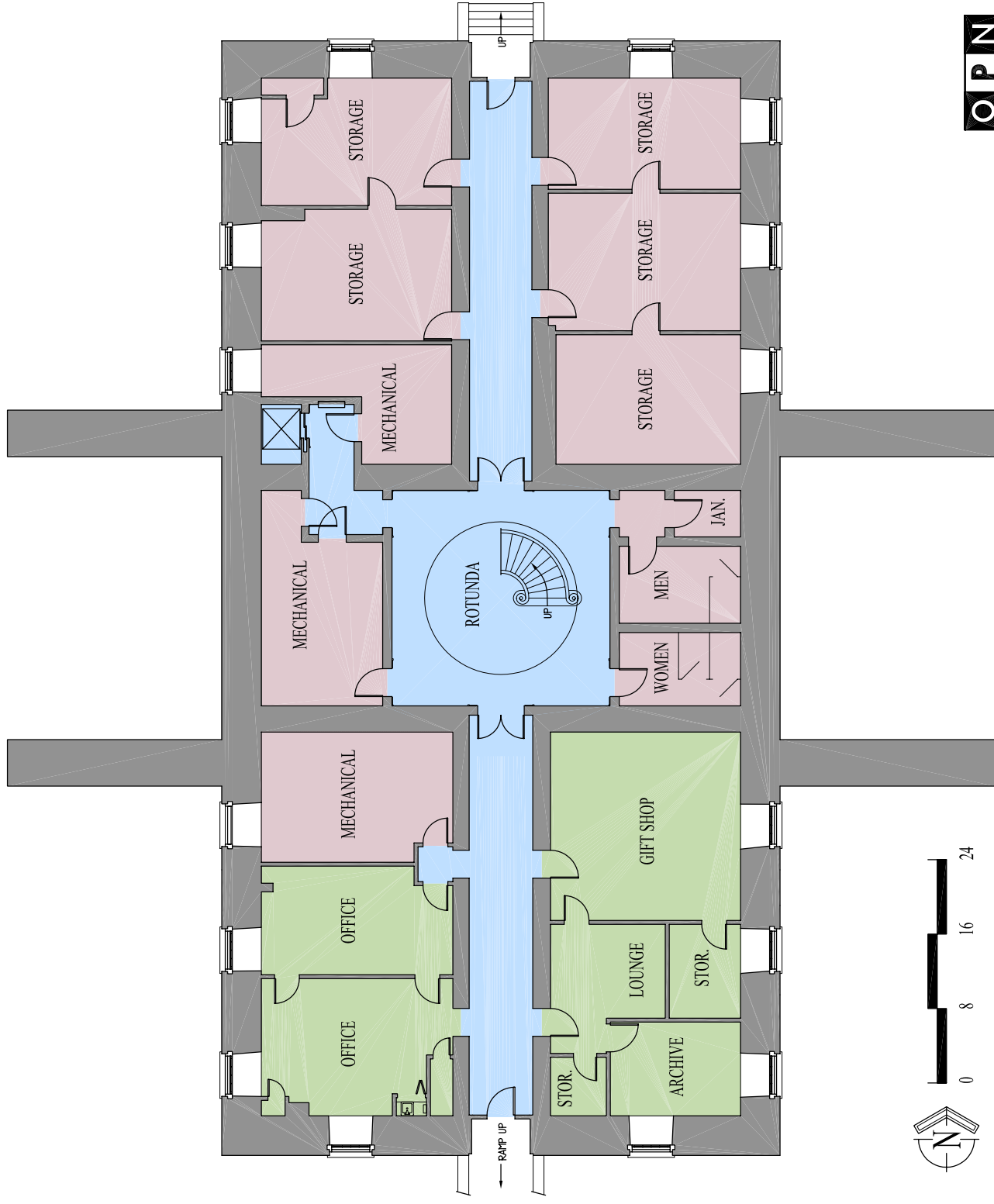


**CURRENT FLOOR PLAN  
FIRST FLOOR CARVER PAVILION  
PATIENT AND VISITOR SERVICES CENTER**

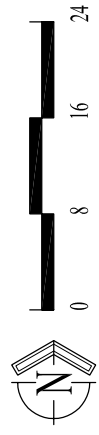
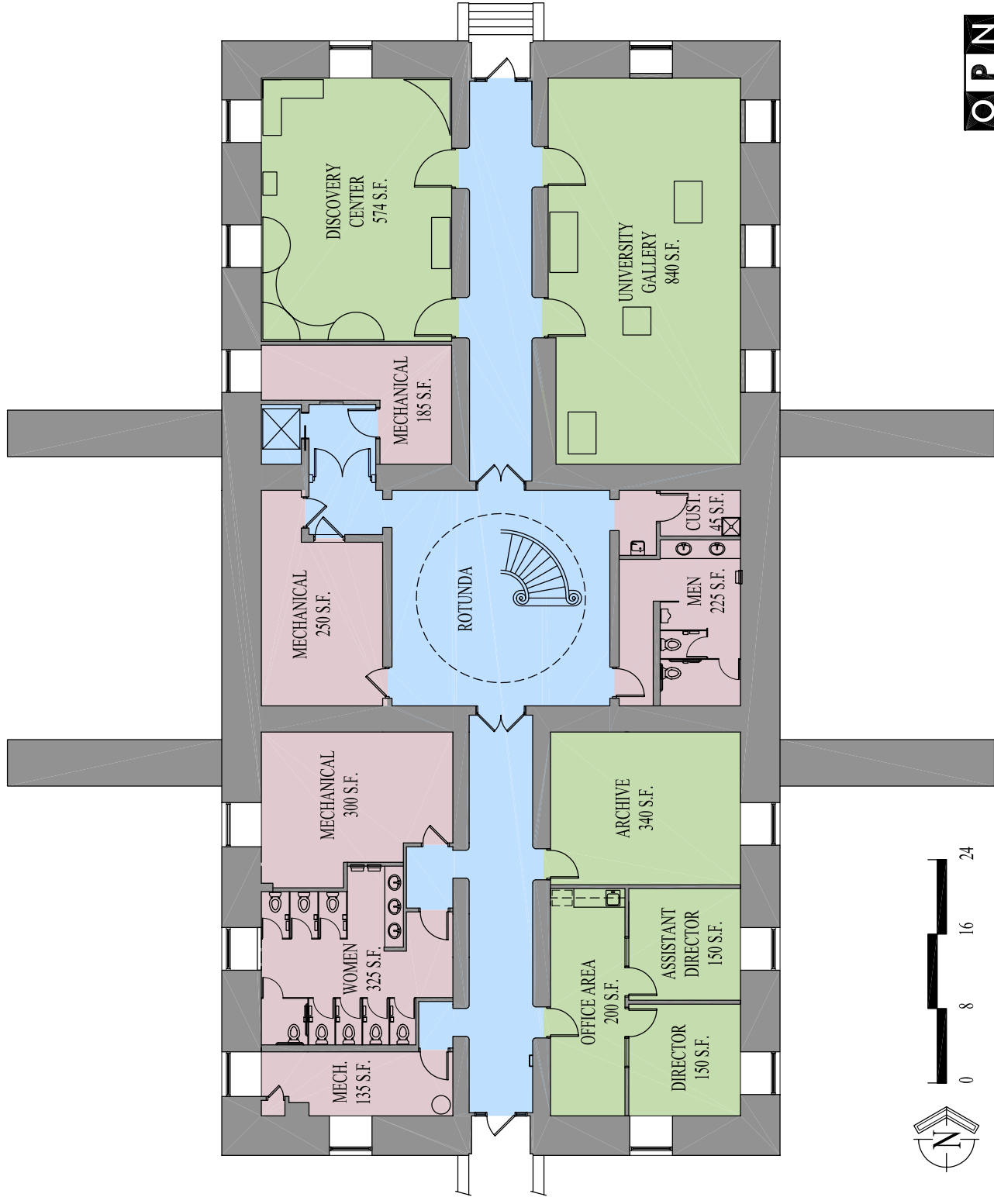






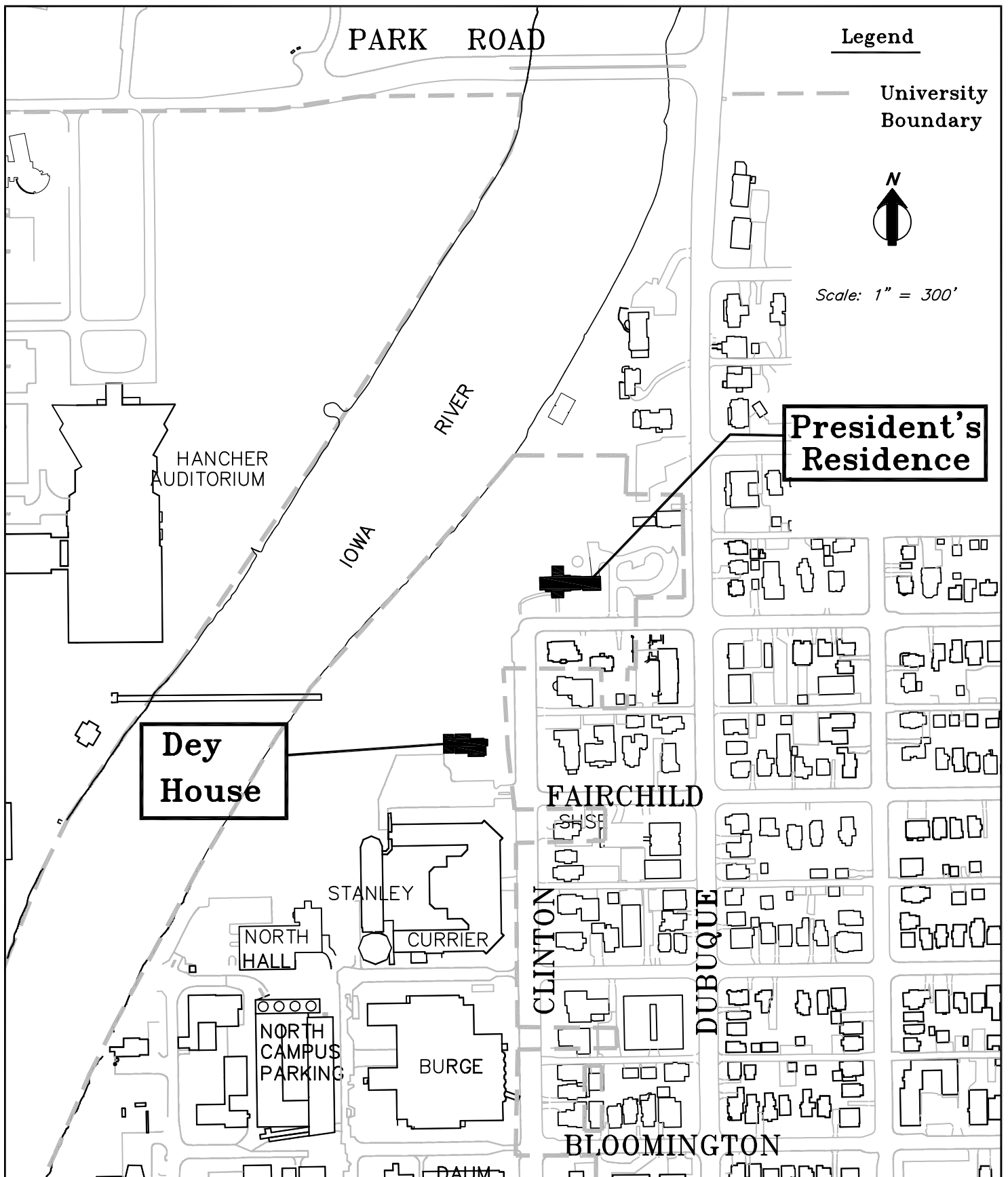


LOWER LEVEL FLOOR PLAN - EXISTING CONDITIONS  
OLD CAPITOL - FIRE RESTORATION AND BUILDING IMPROVEMENTS - PHASE 3



## PROPOSED LOWER LEVEL FLOOR PLAN

OLD CAPITOL - FIRE RESTORATION AND BUILDING IMPROVEMENTS - PHASE 3



THE UNIVERSITY OF IOWA

Dey House.dwg

Plotted: January 12, 2005

Location Map:  
Dey House and  
President's Residence



previously approved design

northwest view



current revised design

northwest view